



## Town of North Hempstead

Department of Building, Safety Inspection & Enforcement

210 Plandome Road, P.O. Box 3000, Manhasset, NY 11030

Phone: 516-869-6311 Fax: 516-869-7662

### **APPLICATION FOR A SITE PLAN I SPECIAL USE REVIEW**

Building Dept. Application # \_\_\_\_\_ Site Plan # \_\_\_\_\_ Filing fee: \_\_\_\_\_

Please select:      Site Plan,      Special Use (explain below):

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#### LOCATION OF PERMIT ACTIVITY:

Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot(s) \_\_\_\_\_ Zoning District: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

#### PLEASE ATTACH MOST CURRENT SURVEY

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#### NAME AND ADDRESS OF PROPERTY OWNER:

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

If Corp.: \_\_\_\_\_ Corp. Officer auth. to sign as owner \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Cell: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

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#### NAME AND ADDRESS OF APPLICANT:

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

If Corp.: \_\_\_\_\_ Corp. Officer auth. to sign as owner \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Cell: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

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#### DESCRIPTION OF WORK:

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Zoning District: \_\_\_\_\_ Total land area of site: \_\_\_\_\_

State existing use of lot/buildings(s): \_\_\_\_\_

Proposed use of lot/building(s): \_\_\_\_\_

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Percent of lot coverage for landscaping: \_\_\_\_\_ <existing, \_\_\_\_\_ <proposed

Proposed Gross Floor Area: \_\_\_\_\_

Proposed Percentage of lot coverage by buildings(s): \_\_\_\_\_

Proposed Percentage of lot coverage by Parking: \_\_\_\_\_

Proposed Number of Spaces: \_\_\_\_\_

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APPLICANT'S AFFIRMATION

I hereby depose and say that the above statements and information contained in this application are true.

\_\_\_\_\_  
Applicant's signature

Sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Signature of Notary Public: \_\_\_\_\_

AFFIDAVIT OF OWNERSHIP

State of New York }

} SS:

County of Nassau }

\_\_\_\_\_, being duly sworn, deposes and says that he/she

(Print owner's name)

resides at \_\_\_\_\_

(Mailing address of owner)

In the County of \_\_\_\_\_, State of \_\_\_\_\_; that he I she is the owner in fee\* of all certain lots, parcels of land shown on the attached survey, Section: \_\_\_\_\_

Block: \_\_\_\_\_, Lot(s): \_\_\_\_\_, situated, lying and being within the unincorporated area of the Town of North Hempstead; that I / We have read and understand the Owner's Affirmation as herein stated; and that I / We hereby names \_\_\_\_\_  
\_\_\_\_\_ as his /her representative to file this application on his /her behalf.

\_\_\_\_\_  
Owner's signature

Sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Signature of Notary Public: \_\_\_\_\_

\* Strike out inapplicable words